

The Junction City Planning Commission met on Wednesday, July 20, 2016 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

Present were: Planning Commissioners, Jason Thiesfeld (Chair), James Hukill, Jeff Haag, Ken Wells, Jack Sumner, Stuart Holderby, and Sandra Dunn; Planning Commission Alternates, Alicia Beymer, and Patricia Phelan; City Planner, Jordan Cogburn; and Planning Secretary, Tere Andrews.

Absent: None

1. Open Meeting and Review Agenda

Chair Thiesfeld opened the meeting at 6:30 pm and led the Pledge of Allegiance.

2. Changes to the Agenda

None

3. Public Comment (for items not already on the agenda)

None

4. Approval of Minutes

- April 20, 2016

Motion: Commissioner Haag made a motion to approve the April 20, 2016 minutes as written. Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Sumner, and Holderby voted in favor.

5. Public Hearing: CUP-16-02, ACTA

Chair Thiesfeld opened the public hearing for the Conditional Use Permit application from ACTA, LLC, File #'s CUP-16-02 and asked if any Commissioner had a bias, ex parte contact or conflict of interest to declare.

There were no biases, ex parte contacts, or conflicts of interest declared.

Staff Report

Planner Cogburn reviewed the staff report. A Conditional Use Permit (CUP) was requested by the applicant for a 55-space Recreational Vehicle (RV) park development on their property at 93668 Highway 99s. The property to be used for the RV Park was zoned R2. RV Parks were conditional uses permitted in R2, provided no similar facility was within 400 feet and the development was adjacent to an existing commercial zone with a similar use.

Chair Thiesfeld asked if there were questions from the Commission for Planner Cogburn.

Commissioner Sumner asked about enforcement of city municipal code which limited stays to a maximum of 45-days.

The applicant, Mr. Marty Nill stated policies and guest rules would be formulated for the RV park. The security company that monitored their other properties would also monitor the RV park. Camping sites would be assigned to guests upon arrival, likely through the existing store on the site.

Testimony

Proponents

Mr. Brad King, 93592 Prairie Road, Junction City OR 97448 felt the proposed RV park would be a better development for their area than duplexes which the R2 zoning also allowed. He was very much in support of the project.

Opponents

Mr. Billy T. House, 29075 David Lane, Junction City OR 97448 was in support of the proposal with a few concerns. In conversation with his neighbors they expressed concerns about traffic speeds on David Lane and loss of privacy with a 55-space RV park on the south side of the lane.

Ms. Theresa DeWees, 93692 Prairie Road, Junction City OR 97448 expressed concerns about traffic on David Lane, and noise levels from the RV Park. She asked what the rules/regulations might be in regard to guests of the registered guests.

Chair Thiesfeld said since it would be fenced off, there would not be additional traffic on David Lane. He added there was a noise ordinance in place for loud noises after 10:00pm.

Commissioner Sumner noted enforcement was a complaint based system.

Ms. DeWees asked if there would be a contact at the park if neighbors had concerns.

Mr. Nill recognized the importance of working with neighbors to make the development a success. They wanted to be sensitive to the neighbor's concerns. He was a contact and there would be others as the process developed, possibly a camp host.

Commissioner Holderby asked if there would be an age limit on the RV's able to stay in the park.

Mr. Nill replied decisions on that were still in the review process.

Commission Haag said his only two concerns were generators and privacy on the south side of David Lane. Although electrical hook-ups addressed the generator concern. He suggested slats in the proposed chain-link fence for privacy.

Mr. Nill understood the concerns and suggested added density to the landscape may also address the privacy concern.

Ms Alicia Beymer, 95990 Howard Lane, Junction City OR 97448, asked if there had been development requests for duplexes on the site.

Planner Cogburn replied there had not.

Neutral Parties

There were none.

Deliberations

Chair Thiesfeld closed the public hearing for CUP-16-02.

Commissioners Haag and Holderby felt the layout was well designed.

Commissioner Sumner agreed.

Mr. Nill said they were receptive to the neighbors input on the types of trees to be planted near David Lane.

Commissioner Wells appreciated Mr. Nill's openness to hear the neighbors' input.

Motion: Commissioner Hukill made a motion to approve the proposed Conditional Use Permit, file # CUP-16-02 to allow for development of a 55-space Recreational Vehicle Park in the Duplex Residential Zoning District, based on the findings presented in the Final Order. Commissioner Holderby seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Sumner, and Holderby voted in favor

6. Public Hearing: Transportation System Plan CPA-16-02

Chair Thiesfeld opened the public hearing for the Transportation System Plan update, File # CPA-16-02 and asked if any Commissioner had a bias, ex parte contact or conflict of interest to declare.

There were no biases, ex parte contacts, or conflicts of interest declared.

Staff Report

Planner Cogburn said the Transportation System Plan (TSP) was the transportation element to the City's Comprehensive Plan. It was a guide for management and implementation of the transportation facilities, policies, and programs over the next 20 years.

The TSP update process involved public meetings, key stakeholder interviews, online and paper questionnaires, a citizen advisory committee, a TSP task force, and Council review over the last six years.

At the standing May 10, 2016 City Council Meeting, the Council consensus was to initiate the Adoption process and to meet at the standing May 24, 2016 Work Session to review remaining concerns prior to the first Public Hearing.

At the May 24, 2016 Council Work Session, the Council requested four (4) changes to the Draft TSP prior to the first Public Hearing. They were as follows:

- SUP-2 and SUP-4 projects were removed from list of potential pedestrian improvements
- Language was removed from the constrained project lists that called for removal of on-street parking
- Language was added that referenced the Safe Routes to School Action Plan (future projects)
- Language was added that referenced future bicycle network connectivity with regional partners (requested by the Mayor).

Planner Cogburn reviewed comments received from outside agencies. Oregon Department of Transportation submitted comment that they had no comment regarding the proposed update but added there was \$ 2,500,000 available in STIP funds for the Junction City area for transportation projects. He asked the Commission if they wanted that information added to the TSP update.

The Commission voiced general agreement.

Commissioner Haag was concerned that projects listed would at some point be interpreted as required rather than optional. For example sidewalks on both sides of Highway 99 south to the State Hospital.

Planner Cogburn said that particular item was removed. Additionally, other projects which had caused concern were removed by the City Council

Testimony

Proponents

There were none.

Opponents

There were none.

Neutral Parties

There were none.

Deliberations

Chair Thiesfeld closed the public hearing for CPA-16-02.

Commisisoner Haag commented the couplet was mentioned.

Planner Cogburn replied the Ordinance that adopted the update to the transportation system plan would clearly state the highway 99 refinement plan was repealed.

Motion: Commissioner Sumner made a motion to recommend, to the City Council, approval of the Transportation System Plan Comprehensive Plan Amendment, file CPA-16-02 based on the findings as stated in the Final Order with modification as stated to add language to include the \$2,500,000 of STIP funds available to Junction City. Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Sumner, and Holderby voted in favor

7. Public Hearing: Zoning Code Amendment AMD-16-01

Chair Thiesfeld opened the public hearing for Junction City Zoning Code Amendments, File #AMD-16-01 and asked if any Commissioner had a bias, ex parte contact or conflict of interest to declare.

There were no biases, ex parte contacts, or conflicts of interest declared.

Staff Report

Planner Cogburn stated at the February 17, 2016 Planning Commission meeting, staff was directed to initiate the Code Text Amendment process, the purpose of which was to bring various chapters of the Junction City Municipal Code into compliance with Federal Standards; clarify chapter requirements; and replace antiquated Code language to meet current City interests.

At the standing January 20, 2016 Planning Commission meeting, the Commission reviewed the Planning Commission work plan. Staff provided examples of contradictory or outdated code language. The Commission directed staff to provide recommendations for updates/modifications to:

- The 'Eyes on the Street' standard of 60% on floors above ground level (windows, doorways etc)
- Flood Plain Ordinance
- Sign Code conflict, projecting sign location standards versus prohibition of signs above a first floor, and banner style signs

- Omit the Central Commercial zone list of allowed uses and add a list unpermitted uses

Planner Cogburn reviewed the proposed changes to JCMC 17.80, intended to bring the Flood Plain Code up to date with federal standards. The City's Building Official recommended regulation related to accessory buildings in the flood zone and clarification of the term Crawl Space. The recommended terminology was 'Below-Grade Crawl Space.'

Commissioner Haag asked about the velocity of the floodwater and volume control. He asked how could the velocity of a flood water be controlled.

Commissioner Holderby replied it was controlled with the number of vents required.

Planner Cogburn agreed.

There were no additional questions in regard to the proposed amendments for JCMC 17.80.

Chapter 17.115 of the Municipal Code dealt with signs. JCMC 17.115.030 required an annual fee of \$40.00. The proposed amendment would removed that annual fee. A sign permit application fee of \$75 due would remain.

A recommendation from the Community Development Committee was to remove the following language "Sign graphics shall be simple and bold, keeping the historic theme of downtown Junction City." The committee felt that provision was no longer relevant and restrictive.

In addition, the proposed maximum sign square footage for projecting and/or illuminated signs would be 12 square feet from the previous eight and 10 square feet maximums.

Penalties under the Sign Code conflicted. In the current language, the sign code penalty under violations was \$250.00. However, under Penalty, the fine was \$100.00. Nuisance violations in other parts of the Municipal Code were \$250. The Community Development Committee recommended a single violation/penalty amount of \$250.00 be set.

The Land Use action notice requirements under JCMC 17.150 stated the Department of Land Conservation and Development (DLCD) would be notified 45-day in advance of the first public hearing. The proposed change would align the City Code with the State which required 35 day advance notice.

The current Junction City standards for 'Eyes on the Street' at 60% was more restrictive than many jurisdictions. At a previous Planning Commission meeting 40% was discussed as a more reasonable standard.

Development Review standards would be applied to Industrial (M1 & M2) zoned parcels. The proposed review process was similar to that of commercial or multi-family Development Reviews.

Testimony

There was none.

Deliberations

There was no further deliberation.

Chair Thiesfeld closed the public hearing for AMD-16-01.

Motion: Commissioner Wells made a motion to recommend approval to the City Council of the proposed Zoning Code Text Amendments initiated by the City; file # AMD-16-01 based on the findings as stated in the Final Order. Commissioner Hukill seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Sumner, and Holderby voted in favor

8. Planning Commission Agenda Forecaster

The Commission reviewed the forecaster.

9. Planning Report

Planner Cogburn reviewed the June 2016 Planning Activity Report.

10. Commissioner Comments

There were none.

VIII. Adjournment

Motion: Commissioner Hukill made a motion to adjourn the meeting. Commissioner Dunn seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Sumner, and Holderby voted in favor.

The meeting adjourned at 8:42 p.m.

The next regularly scheduled Planning Commission meeting would be Wednesday August 17, 2016 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Jason Thiesfeld, Planning Commission Chair